



# Lunenburg Public Schools

*Our Mission: We prepare our students for life-long learning and responsible community membership.*

**Loxi Jo Calmes**  
Superintendent of Schools

## **Payroll Election** **2016-2017 School Year** **Employees represented by the Lunenburg Education Association Agreement**

Teachers' salaries encompass a ten-month (school-year) period; therefore, those who choose the twenty-six pay option by either receiving a lump sum payment in June or spreading their school-year salary throughout the summer months are deferring or annualizing compensation. Given that the IRS recognizes that deferring compensation is a common practice among teachers, an exemption to IRS law (*Public Law No. 108-357\**) permits teachers to continue in this practice without penalty providing district policy and/or a collective bargaining agreement allows for deferred compensation and teachers submit election forms to defer or accelerate pay.

Unless an employee changes his/her election option per IRS law the initial election to annualize salary remains in effect indefinitely. **If you wish to change your pay distribution status for the 2016-2017 school year**, you MUST provide written notice by completing this form and returning it to the Office of the Superintendent **by July 1, 2016**. This form does not need to be filed with the IRS.

### **PLEASE NOTE**

Once an election (to defer/not to defer compensation) has been made it is irrevocable for the school year.

Please initial your election below:

\_\_\_\_\_ I elect to annualize my salary for the **2016-2017** school year (I wish to receive 26 pays). **If you choose this option you must pick one of the following:**

\_\_\_\_\_ I wish to receive a lump sum pay in June 2017.

\_\_\_\_\_ I wish to distribute my FY17 salary over twelve months.

\_\_\_\_\_ I elect **NOT** to annualize my salary for the **2016-2017** school year. (I wish to receive 22 pays).

Employee Signature: \_\_\_\_\_

Printed name: \_\_\_\_\_

Date signed: \_\_\_\_\_

If you need more information regarding IRS, Section 409A, you can visit their FAQ webpage at:  
<https://www.irs.gov/uac/frequently-asked-questions-sec-409a-and-deferred-compensation>. *\*(Statement Concerning Section 409A to Section 885 (Public Law No. 108-357) of the American Jobs Creation Act of 2004)*